



2023-2024 Hubert H. Humphrey Fellowship Program for Mid-Career Professionals



TIMELINE AND PROCEDURES

Round One: Filling out an Application

Applicants can begin their applications by accessing the online Slate application at the following link: <https://apply.iie.org/huberthumphrey>. Applicants will be able to complete their entire application online, as well as send online requests for letters of recommendation and English language assessments. The applications will be considered only in fields specifically identified for Ukraine.

The complete application includes the following items:

- Personal info and essays - filled out by the applicant in Slate
- Transcripts – scanned copies of post-secondary degree education records, both in English and in the original language, must be included..
- Two Letters of Reference – to be completed by the recommender directly in Slate. Reference letters must be received by the application deadline to be considered.
- English Proficiency Form – to be completed by the applicant, assessing the applicant's level of English. Standardized test scores are not required, but would be welcomed if available.

We highly recommend that applicants to the Hubert H. Humphrey Program watch last year's webinar, available [here on America House Kyiv's youtube channel](#). Due to continuing coronavirus-related restrictions, meetings or group consultations will be arranged on-line, the information will be provided through the U.S. Embassy facebook page.

The application deadline for applicants in Ukraine is 5pm (local time, UTC+3) on July 31, 2022. Applications received after that deadline will not be considered.

Round Two: Pre-selection

Received applications will be forwarded to a committee of U.S. and Ukrainian experts who will review and evaluate the submissions. All applicants will be informed of their status via e-mail.

Strong applicants will be selected as semi-finalists and invited for on-line interview during the second half of August or beginning of September 2022. The Selection Panel is composed of U.S. Embassy representatives, a specialist in one of the program fields, and a Hubert H. Humphrey Program alumnus/a. The Panel will interview each semi-finalist.

Round Three: Completion of Paperwork/Submission of Nominations to Washington

The Program Coordinator will provide further instructions to applicants selected as nominees once they have notified the Embassy that they accept the nomination and will agree to continue with the rest of the application process.

Each nominee will be asked to provide U.S. Embassy with electronic reference letters, transcripts and other additional documents to complete the electronic application package. The Program Coordinator at the Embassy will forward those completed nomination packages to IIE in Washington, D.C., no later than September 30, 2022.

Nominees themselves will register to take an official Internet-based TOEFL no later than beginning of November. ETS will send score reports directly to both IIE and test-takers. The TOEFL costs for testing will be covered for program nominees by the program.

Round Four: Final Selection

Applications and justifications submitted to IIE by U.S. Embassies around the world will be reviewed in Washington, D.C. in early 2023. The U.S. Department of State's Bureau of Educational and Cultural Affairs will ultimately approve finalists.

The Department of State will send a list of approved finalists to U.S. Embassies worldwide in March/April 2023. The U.S. Embassy will then inform the nominees about their selection as finalists. Finalists will then be given a specified period during which to accept or decline the fellowship.

Last Phase: Post-Selection Activities

Participants of the Program will receive information about their placement in March - May 2023. Pre-departure orientations will be conducted in late May to mid-June, with departure to the U.S. scheduled between late June and early August, depending on the terms and conditions of the participant's specific award.